



Admissions and Records
Date & Initial

Last Name First Name Middle Initial LACCD Student ID Number

You must submit proof of high school completion status to the Admissions & Records Office. The following is a list of acceptable documentation.

- Your original high school diploma.
An original, official high school transcript that shows the date when the diploma was awarded (Must be mailed directly from the high school to the LA Mission College Admissions & Records Office).
Your original General Educational Development (GED) certificate or GED transcript.
Your original California High School Proficiency Exam (CHSPE) certificate.
An academic transcript that indicates you (the student) successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree. (Must be mailed directly from the college/university to the LA Mission College Admissions & Records Office).
Your original secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent) if state law requires homeschooled students to obtain that credential.
A transcript or the equivalent, signed by the parent or guardian of a homeschooled student, which lists the secondary school courses the student completed and documents the successful completion of a secondary school education in a homeschool setting.

Submit this form to the Admissions & Records Office when submitting your required documentation (as noted above) or when you have requested your high school/college transcript.

Admissions & Records Use Only

A&R Update PS External Education page:
Date & Initial

Documentation presented:

- HS diploma Official HS transcript GED certificate GED transcript
California High School Proficiency Exam certificate
Secondary completion credential for homeschool
Transcript that documents completion of secondary school education in a homeschool setting
Transcript that documents completion of at least two years of transferable coursework
Other:

Student's high school completion: is confirmed is not confirmed

Comments:

Reviewer Name: Initials: Date:

Submit form to Financial Aid Supervisor

FAO Update PS Manage Ability to Benefit Page:
Date & Initial

FAO Follow Up: Pending Letter Sent
Date & Initial